

Computer Science and Engineering
Academic Standards: Probation, Dismissal and Reinstatement
~~Semester policy approved by CCAA 29 March 2012~~

4. Special Action Probation (under University Rule 3335-9-25B)

~~Probation by special action. If at any time the preparation, progress, or success of a student in an academic program is determined to be unsatisfactory, the college or school in which the student is registered shall be empowered to place the student on academic probation.~~

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~~The policy below provides the conditions and actions of Special Action Probation (SAP) pertaining to majors and pre-majors in the Department of Computer Science and Engineering. CSE majors and pre-majors are subject to the applicable portion of the policy for each term of enrollment, including Summer term (and its various subdivisions).~~

Special Action Probation (SAP) for Majors

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Conditions for placement on SAP:

Majors and pre-majors in the BS-CSE program in the Department of Computer Science and Engineering whose major-point-hour-ratio (MPHR) is below 2.0 will be placed on *Special Action Probation* (SAP). For the purposes of SAP, the MPHR will be calculated as the average of grades received in CSE courses that can be included in the BS-CSE major.

~~For any CSE course that a student has repeated, the most recent grade for the course will be the grade included in the MPHR calculation, even if the most recent grade is lower than the previous grade(s).~~

If a student ~~who is already on SAP~~ receives an *incomplete* ("I") grade in a course, the *alternate* grade assigned to the student will be used for the MPHR calculation. If, at a later point, the instructor assigns a different grade to the student, the MPHR will be recalculated at that point. Students should note that if the instructor does not assign an alternate grade, the Registrar's system will assign "E" as the default alternate grade.

~~Any pre-major student, whose admission to the BS-CSE major would result in immediate SAP status, will not be admitted to major.~~

2. Conditions on Students on SAP

Terms of probation for students placed on SAP:

~~Any student-CSE major who is placed on SAP is expected to reduce his or her CSE deficiency points by at least 2 points during each semester that the student is enrolled in any CSE courses. enroll in at least one CSE course in the next term of enrollment and achieve a term MPHR of 2.3 or higher until the MPHR returns to 2.0 or higher.~~

Conditions for Good Academic Standing:

~~Students who achieve a MPHR of 2.0 or higher, without incurring any Incompletes in MPHR courses, will be returned to good academic standing.~~

Conditions for Department Dismissal and College Dismissal:

Students who do not achieve a term MPHR of 2.3 or higher may remain on SAP for no more than two consecutive terms of enrollment in which CSE courses are taken and are subject to dismissal from the department. Students on SAP who do not take CSE courses in the following term of enrollment will be eligible for immediate dismissal from the department due to lack of progress.

Students eligible for dismissal from the department whose CPHR is below 2.0 are also eligible to be dismissed from the College of Engineering.

Additional conditions, depending upon the individual circumstances of the student, may be imposed by the chair of the department's Undergraduate Studies Committee, in consultation with the academic advisor.

Conditions for Reinstatement:

Students who have been dismissed from the department or college and have been away for at least two semesters may seek reinstatement to the CSE major by filing a Petition for Reinstatement. Consideration of reinstatement earlier than two semesters after dismissal may be done on a case-by-case basis. Students interested in reinstatement are expected to consult with an academic advisor prior to submission of the petition.

General Information:

Students who are on SAP are strongly encouraged to consult with the advisors in the Undergraduate CSE Advising Office to identify ways to improve their academic performance. It is especially important to meet with an advisor if the student feels that he or she is not performing well in one or more CSE courses so that suitable corrective actions can be identified and put into practice in a timely manner.

3. Ending SAP Status

~~In order to end his or her probationary status, a student who is on SAP must increase the MPHR, calculated in the manner described in Section 1, to at least 2.0, and meet any other conditions specified in his or her individual case.~~

~~Any student who is on SAP and transfers out of the BS-CSE program is no longer considered to be on SAP in the BS-CSE program.~~

4. Dismissal Following SAP

~~Any student who is on SAP and fails to meet the condition(s) of his or her probation as described in Section 2 is subject to dismissal from the BS-CSE program.~~

Any student who is on SAP for two periods of enrollment and has not, at the end of that period, increased his or her MPHR to 2.0 or higher, is subject to dismissal from the BS-CSE program.

Any student who is dismissed from the program may also be subject to dismissal from the College of Engineering and/or the University as per the applicable faculty rules.

Should the student have extenuating circumstances that resulted in his or her not meeting one or more probation conditions, a written petition may be submitted to the chair of the Undergraduate Studies Committee appealing the dismissal action. Any exceptions that are approved will apply only to the particular semester.

5. Reinstatement to the BS-CSE Program

A student who has been dismissed from the BS-CSE program may apply for reinstatement if his or her current CSE MPHR, calculated as specified in Section 1, is 2.0 or higher. A student who has been dismissed from any of the programs, including the BS-CSE program, in the College of Engineering a combined total of three or more times will not be eligible for admission or reinstatement to the BS-CSE program.

6. Transferring to the CIS Program

Students dismissed from the BS-CSE program may apply to transfer to the BS-CIS or BA-CIS program in ASC. Such a transfer does not, however, address the issue of poor performance in CSE courses. Students who transfer to a CIS program are encouraged to meet with the CSE Advisors to discuss these issues and meet with an advisor in ASC to review other curricular matters.

7. Lack of Progress

Students not making progress in the major may be placed on probation for lack of progress for the following reasons:

1. Excessive number of W's or I's;
2. Not taking any courses in the major for two consecutive semesters

8. Transition Policy

After spring quarter 2012, all cumulative academic data will be converted to semester values by multiplying the quarter number by 2/3 using .67 as the official operational definition of 2/3, thus making the semester GPA equivalent to the GPA under quarters.
12/2011

Special Action Probation (SAP) for Pre-Majors

Pre-majors in the Department of Computer Science and Engineering may be placed on SAP for either Grades or Lack of Progress.

SAP for Grades

Conditions for placement on SAP:

Pre-CSE majors whose major point-hour ratio (MPHR) is below 2.0 will be placed on SAP. For the purposes of SAP, the MPHR will be calculated as the average of grades received in all CSE courses that can be included in the BSCSE major.

For any CSE course that a student has repeated, the most recent grade for the course will be the grade included in the MPHR calculation, even if the most recent grade is lower than the previous grade(s).

If a student receives an Incomplete ("I") grade in a course, the alternate grade assigned to the student will be used for the MPHR calculation. If, at a later point, the instructor assigns a different grade to the student, the MPHR will be recalculated at that point. Students should note that if the instructor does not assign an alternate grade, the Registrar's system will assign "E" as the default alternate grade.

Terms of probation for students placed on SAP:

Any pre-CSE major who is placed on SAP for Grades is expected to enroll in at least one CSE course in the next term of enrollment and achieve a term MPHR of 2.3 or higher until the MPHR returns to 2.0 or higher.

Conditions for Good Academic Standing:

If the student achieves a MPHR of 2.0 or higher, without incurring any Incompletes in MPHR courses, he or she will be returned to good standing.

Conditions for Department Dismissal and College Dismissal:

Students who do not achieve a term MPHR of 2.3 or higher may remain on SAP for no more than two consecutive terms of enrollment in which CSE courses are taken and are subject to dismissal from the department. Students on SAP who do not take CSE courses in the following term of enrollment will be eligible for immediate dismissal from the department due to lack of progress.

Conditions for Reinstatement:

Students who have been dismissed from the department or college and have been away for at least two semesters may seek reinstatement to the CSE Department by filing a Petition for Reinstatement. Consideration of reinstatement earlier than two semesters after dismissal may be done on a case-by-case basis. Students interested in reinstatement are expected to consult with an academic advisor prior to submission of the petition.

General Information:

Students who are on SAP are strongly encouraged to consult with the advisors in the Undergraduate Advising Office to identify ways to improve their academic performance. It is especially important to meet with an advisor if the student feels that he or she is not performing well in one or more CSE courses so that suitable corrective actions can be identified and put into practice in a timely manner.

SAP for Lack of Progress

Conditions for placement on SAP: Students may be placed on SAP for Lack of Progress if any of the following conditions apply:

1) Failure to meet minimum CPHR/MPHR requirements for admission to the major: Students who do not meet the minimum CPHR and/or MPHR requirements for admission to the major upon completion of all required courses will be placed on SAP.

2) Failure to be admitted to the major upon first application: Students who submit a first application to the major and are not admitted will be placed on SAP.

3) Failure to enroll in required courses: Students who have not completed the courses for admission to the major and were not enrolled in at least one of these courses will be placed on SAP.

4) Excessive withdrawals or incompletes: Students with multiple withdrawals ("W") or incompletes ("I") that prevent timely progress toward admission to major may be placed on SAP.

Terms of probation for students placed on SAP:

Regardless of reason for placement on SAP for Lack of Progress, students must meet with an academic advisor in the CSE Advising Office no later than the second week of the next term of enrollment. Students are also subject to specific conditions based on reason for placement on SAP for Lack of Progress.

1) Failure to meet minimum CPHR/MPHR requirements for admission to the major: Students must repeat at least one of the courses required for admission to the major and attain a term CPHR of 3.0 and/or term MPHR of at least 3.2. Use of Grade Forgiveness is strongly recommended.

2) Failure to be admitted to the major upon first application: Students must repeat at least one course required for admission to the major and attain a CPHR and/or MPHR that allows for successful admission to the major. An academic advisor in the CSE Advising Office can help students determine the grade threshold to be attained.

3) Failure to enroll in required courses: Students must enroll in at least one course required for admission to the major and successfully complete it.

4) Excessive withdrawals or incompletes: Students must enroll in at least one course required for admission to the major and successfully complete it.

Conditions for Good Academic Standing:

1) Failure to meet minimum CPHR/MPHR requirements for admission to the major: If the student raises the CPHR and/or MPHR to the minimum requirements, he or she will be returned to good standing.

2) Failure to be admitted to the major upon first application: Students who apply a second time and are admitted to the major will be admitted in good standing.

3) Failure to enroll in required courses: Students who enroll in and successfully complete courses applicable to admission to the major and are not otherwise subject to a condition that leads to SAP will be returned to good standing.

4) Excessive withdrawals or incompletes: Students who enroll in and successfully complete courses without any W's and/or I's, and are not otherwise subject to a condition that leads to SAP will be returned to good standing.

Conditions for Department Dismissal and College Dismissal:

1) Failure to meet minimum CPHR/MPHR requirements for admission to the major: Students unable to meet the minimum CPHR and/or MPHR requirements for admission to the major in the following term of enrollment, regardless of application status, will be dismissed from the department. Students who have exhausted Grade Forgiveness in attempting to meet minimum CPHR and/or MPHR requirements for admission to the major or would be unable to meet requirements for admission to the major with Grade Forgiveness will be dismissed from the department.

2) Failure to be admitted to the major upon first application: Students who apply to the major a second time and fail to be admitted to the major will be dismissed from the department.

3) Failure to enroll in required courses: Students who fail to enroll in required courses in their next term of enrollment will be dismissed from the department.

4) Excessive withdrawals or incompletes: Students who continue to withdraw or who fail to complete courses will be dismissed from the department.

Conditions for Reinstatement:

Students who have been dismissed from the department or college and have been away for at least two semesters may seek reinstatement to the CSE Department by filing a Petition for Reinstatement. Consideration of reinstatement earlier than two semesters after dismissal are taken on a case-by-case basis. Students interested in reinstatement are expected to consult with an academic advisor prior to submission of the petition.

General Information:

Students who are on SAP are strongly encouraged to consult with the advisors in the Undergraduate Advising Office to identify ways to improve their academic performance. It is especially important to meet with an advisor if the student feels that he or she is not performing well in one or more CSE courses so that suitable corrective actions can be identified and put into practice in a timely manner.

Note about Computer and Information Science (CIS) as an alternative to CSE: Students not making progress toward admission to CSE and who wish to switch to pre-CIS must consult with an academic advisor in ASC Advising to determine feasibility. Probation and dismissal policies for pre-CIS are similar to those used for CSE. Students who do not meet the standards for CSE typically do not meet the standards for CIS.